

AO 436
(Rev. 04/13)ADMINISTRATIVE OFFICE OF THE UNITED STATES COURTS
AUDIO RECORDING ORDER

Read Instructions.

1. NAME		2. PHONE NUMBER	3. EMAIL ADDRESS lisa_lumeya@fd.org	
4. MAILING ADDRESS		5. CITY	6. STATE	7. ZIP CODE
8. CASE NUMBER	9. CASE NAME	DATES OF PROCEEDINGS 10. FROM 11. TO		
12. PRESIDING JUDGE		LOCATION OF PROCEEDINGS 13. CITY 14. STATE		

15. ORDER FOR

<input type="checkbox"/> APPEAL	<input type="checkbox"/> CRIMINAL	<input type="checkbox"/> CRIMINAL JUSTICE ACT	<input type="checkbox"/> BANKRUPTCY
<input type="checkbox"/> NON-APPEAL	<input type="checkbox"/> CIVIL	<input type="checkbox"/> IN FORMA PAUPERIS	<input type="checkbox"/> OTHER (Specify)

16. AUDIO RECORDING REQUESTED (Specify portion(s) and date(s) of proceeding(s) for which duplicate recordings are requested.)

PORTION(S)	DATE(S)	PORTION(S)	DATE(S)
<input type="checkbox"/> VOIR DIRE		<input type="checkbox"/> TESTIMONY (Specify Witness)	
<input type="checkbox"/> OPENING STATEMENT (Plaintiff)			
<input type="checkbox"/> OPENING STATEMENT (Defendant)			
<input type="checkbox"/> CLOSING ARGUMENT (Plaintiff)		<input type="checkbox"/> PRE-TRIAL PROCEEDING (Specify)	
<input type="checkbox"/> CLOSING ARGUMENT (Defendant)			
<input type="checkbox"/> OPINION OF COURT			
<input type="checkbox"/> JURY INSTRUCTIONS		<input type="checkbox"/> OTHER (Specify)	
<input type="checkbox"/> SENTENCING			
<input type="checkbox"/> BAIL HEARING			

17. ORDER

	NO. OF COPIES REQUESTED	COSTS
<input type="checkbox"/> DUPLICATE TAPE(S) FOR PLAYBACK ON A STANDARD CASSETTE RECORDER		
<input type="checkbox"/> RECORDABLE COMPACT DISC - CD		
<input type="checkbox"/> ELECTRONIC FILE (via email, digital download, or other Judicial Conference Approved Media)		
ESTIMATE TOTAL		

CERTIFICATION (18. & 19.) By signing below, I certify that I will pay all charges (deposit plus additional) upon completion of the order.

18. SIGNATURE

19. DATE

PROCESSED BY	PHONE NUMBER		
ORDER RECEIVED	DATE	BY	DEPOSIT PAID
DEPOSIT PAID			TOTAL CHARGES
TAPE / CD DUPLICATED (if applicable)			LESS DEPOSIT
ORDERING PARTY NOTIFIED TO PICK UP TAPE/CD (if applicable)			TOTAL REFUNDED
PARTY RECEIVED AUDIO RECORDING			TOTAL DUE

DISTRIBUTION:

COURT COPY

ORDER RECEIPT

ORDER COPY